

Luxembourg: Business services: law, marketing, consulting, recruitment, printing and security

LIST 2026_27_PO_HR Consulting

Contract or concession notice – standard regime

1 Buyer

1.1 Buyer

Official name: Service Achats

Legal type of the buyer: Public undertaking, controlled by a central government authority

Activity of the contracting authority: Education

2 Procedure

2.1 Procedure

Title: LIST 2026_27_PO_HR Consulting

Description: LIST is seeking a senior HR Consultant Expert to support the Administrative and Financial Director, who has been appointed by the LIST Board as interim HR Director (HRD a.i.). Acting as special advisor to the HRD a.i., the Consultant shall manage day-to-day HR operations and contribute to the HR Transformation roadmap on behalf of and under the authority of the HRD a.i., who retains full managerial and institutional responsibility for the HR function. The Contract is open to legal entities (consulting firms) and independent consultants (natural persons), provided they meet the eligibility and qualification criteria of the tender.

Procedure identifier: 311cf00d-9d8d-4474-9d15-94c0730a7717

Internal identifier: 2601901

Type of procedure: Open

The procedure is accelerated: no

2.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

2.1.2 Place of performance

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

2.1.4 General information

Additional information: Modalités de retrait du dossier : The tender document can be downloaded on the Luxembourg portal: <https://pmp.b2g.etat.lu/entreprise> Réception des offres/candidatures : please send you offer before 24 August 2026 at 2:00pm

Legal basis:

Directive 2014/24/EU

2.1.6 Grounds for exclusion

Sources of grounds for exclusion: European Single Procurement Document (ESPD)

5 Lot

5.1 Lot: LOT-0001

Title: LIST 2026_27_PO_HR Consulting

Description: LIST is seeking a senior HR Consultant Expert to support the Administrative and Financial Director, who has been appointed by the LIST Board as interim HR Director (HRD a.i.). Acting as special advisor to the HRD a.i., the Consultant shall manage day-to-day HR operations and contribute to the HR Transformation roadmap on behalf of and under the authority of the HRD a.i., who retains full managerial and institutional responsibility for the HR function. The Contract is open to legal entities (consulting firms) and independent consultants (natural persons), provided they meet the eligibility and qualification criteria of the tender.

Internal identifier: 0

5.1.1 Purpose

Main nature of the contract: Services

Main classification (cpv): 79000000 Business services: law, marketing, consulting, recruitment, printing and security

5.1.2 Place of performance

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Additional information:

5.1.3 Estimated duration

Other duration: Unknown

5.1.6 General information

Reserved participation: Participation is not reserved.

Procurement Project not financed with EU Funds.

The procurement is covered by the Government Procurement Agreement (GPA): yes

This procurement is also suitable for small and medium-sized enterprises (SMEs): yes

5.1.9 Selection criteria

Sources of selection criteria: European Single Procurement Document (ESPD)

5.1.11 Procurement documents

Address of the procurement documents: <https://pmp.b2g.etat.lu/entreprise/consultation/544090?orgAcronyme=t5y>

5.1.12 Terms of procurement

Terms of submission:

Electronic submission: Required

Address for submission: <https://pmp.b2g.etat.lu/entreprise/consultation/544090?orgAcronyme=t5y>

Languages in which tenders or requests to participate may be submitted: English

Electronic catalogue: Not allowed

Advanced or qualified electronic signature or seal (as defined in Regulation (EU) No 910/2014) is required

Variants: Not allowed

Deadline for receipt of tenders: 24/08/2026 14:00 +02:00

Duration during which the tender must remain valid: 0 Month

Terms of contract:

The execution of the contract must be performed within the framework of sheltered employment programmes: No

Electronic invoicing: Required

Electronic ordering will be used: no

Electronic payment will be used: no

5.1.15 Techniques

Framework agreement:

No framework agreement

Information about the dynamic purchasing system:

No dynamic purchase system

5.1.16 Further information, mediation and review

Review organisation: Juridictions administratives

Information about review deadlines: <https://justice.public.lu/fr/organisation-justice/juridictions-administratives.html>

Organisation providing additional information about the procurement procedure: Service Achats

Organisation providing offline access to the procurement documents: Service Achats

Organisation receiving requests to participate: Service Achats

Organisation processing tenders: Service Achats

8 Organisations

8.1 ORG-0001

Official name: Service Achats

Registration number: J53

Town: Esch sur Alzette

Postcode: 4362

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Contact point: Service Achats

Email: purchase@list.lu

Telephone: 2758881

Internet address: <https://www.list.lu/>

Buyer profile: <https://www.list.lu/>

Roles of this organisation:

Buyer

Organisation providing additional information about the procurement procedure

Organisation providing offline access to the procurement documents

Organisation receiving requests to participate

Organisation processing tenders

8.1 ORG-0002

Official name: Juridictions administratives

Registration number: JURAD

Postal address: 1, rue du Fort Thüngen

Town: Luxembourg

Postcode: 1499

Country subdivision (NUTS): Luxembourg (LU000)

Country: Luxembourg

Contact point: Tribunal administratif - greffe

Email: greffe.tribunal@ja.etat.lu

Telephone: 42105-1

Internet address: <https://justice.public.lu/fr/organisation-justice/juridictions-administratives.html>

Roles of this organisation:

Review organisation

Notice information

Notice identifier/version: 6494c935-bbcf-43ef-a89d-e737c4410b4c - 01

Form type: Competition

Notice type: Contract or concession notice – standard regime

Notice dispatch date: 24/07/2026 09:33 +02:00

Languages in which this notice is officially available: English